



Rules of Order of the Conference – General

Rules of Order

Rules and policies as developed by the 2005 White House Conference on Aging (WHCoA) Policy Committee will govern procedure and formal actions at all sessions of the Conference.

Delegate Attendance at Conference Meetings

- **Plenary Sessions**

All delegates certified and registered by the WHCoA prior to the Conference are expected to attend all official WHCoA plenary sessions, the policy track session, and the implementation strategy sessions as selected by the delegate, and space permitting. Plenary sessions and the issue track session may also be attended by persons designated as observers (domestic and international); by members of the press who have been certified; by persons certified as guests and volunteers who have specific responsibilities in the plenary and implementation strategy sessions (Track Coordinators, facilitators, issue experts, recorders); and conference staff. Each exhibitor will receive a badge to admit one person to Conference events/activities.

Individuals in one of these categories will be permitted to enter the room when official WHCoA sessions are being held. Identifying badges will be issued to persons in the categories listed above and must be shown upon entering all sessions. Meals and official WHCoA social activities may also be restricted to delegates.

Plenary Sessions and Policy Track Presentations

Plenary sessions are scheduled for the morning of Monday, December 12 and Wednesday, December 14. Policy track sessions will take place Monday afternoon, December 12, to be followed by the final opportunity to vote for the top 50 resolutions from 5:00 p.m. to 6:30 p.m.



▪ **Implementation Strategy Sessions**

Implementation strategy sessions are scheduled for all day Tuesday, December 13. As with plenary sessions, attendance at the implementation strategy sessions is restricted to those who have been issued official badges. In the implementation strategy sessions, only delegates may participate in the discussion. Non-delegates (including observers and press) who attempt to participate will be told they may not participate, and if they continue to speak, they will be asked to leave the session.

Presentation of Resolutions

This Workbook contains 73 resolutions for consideration by the delegates. It is the responsibility of each delegate to read the resolutions and be prepared to vote at the conference for the 50 resolutions they believe most important and most amenable to implementation. The legislation authorizing the Conference, PL 106-501, mandates that not more than 50 recommendations can be included in the Report to the President and Congress. The 73 resolutions will not be added to or amended before or at the Conference.

The resolutions were compiled by the WHCoA Policy Committee based on recommendations and ideas from the pre-Conference events over a 14 month period including Listening Sessions, Solutions Forums, Mini Conferences, and Independent Aging Agenda Events, as well as on unsolicited recommendations from individuals and organizations that were received by the WHCoA over a 14 month period. They reflect the diverse interests and concerns of the more than 130,000 individuals who participated in these events as well as unsolicited comments and recommendations from the general public. Background material is available on the WHCoA website, [www.whcoa.gov], including reports, summaries and statements collected through the public input process.

Voting on Conference Resolutions

Delegates must use an official WHCoA ballot and show a picture ID and their delegate badge before voting. No proxy votes for delegates will be accepted. Delegates are encouraged to fill out their ballots before entering the voting room in order to ensure the smooth flow of traffic. Three blocks of time have been set aside during which delegates may vote: Sunday, December 11, 4:00 p.m. to 6:00 p.m.; Monday, December 12, 11:00 a.m. to 1:00 p.m.; and, Monday, December 12, 5:00 p.m. to 6:30 p.m.



Delegates will each vote for 50 resolutions from the 73 resolutions. Voting will be by paper ballot with optical scanning used to tabulate the results. Delegates must vote for at least 30 resolutions or their ballot will not be included in the vote count. Those 50 resolutions that receive the highest number of aggregate votes will constitute the final adopted resolutions of the Conference and will be included in the Report to the President and Congress. Voting results will be announced on the evening of Monday, December 12. At the same time, implementation strategy session room assignments will also be announced. The top 10 resolutions will be those 10 of the 50 resolutions selected that receive the highest number of votes. The top 10 resolutions will be announced on Wednesday, December 14, the final day of the Conference. They will not be ranked.